



Mason County Promise Zone Authority Board Meeting

Meeting Minutes

Monday, March 8, 2021, 3 p.m. - 5 p.m.

Location: Online via Zoom due to ongoing Covid-19 pandemic

Members Present:

Andrea Large-Ludington, MI; Amy Pepper-Scottville, MI; Kathy Surd-Pere Marquette Twp., MI; Fabian Knizacky-Ludington, MI, Annette Quillan-Ludington, MI; Monica Schuyler-Pere Marquette Twp.; MI; Jim McLean-Cornelius, NC; Dena Thurston-Fountain, MI; Kristen Biggs-Ludington, MI; Jason Kennedy-Ludington, MI (arrived at 3:08).

Members Absent:

Roger Nash

Staff Present:

Jody Maloney, Kelly Parker, Mary Sumners, Josh Spencer (Kennari Consulting Contract); Brandy Miller (3:06-3:20).

Call to Order

Schuyler called the meeting to order at 3:00 p.m.

1. **Limited Public Comment:** None
2. **Approval of the Agenda:** *Motion by McLean to approve the Agenda, with support by Knizacky; Motion carried 9-0-2.*
3. **Approval of the Minutes:** *Motion by Biggs to approve the minutes from February 8th as amended, with support from Large; Motion carried 9-0-2.*
 - a. *Correction noted by McLean: "January 1st" in #3 and #3a needs to be changed to January 11th.*
4. **Treasurer's Report:**
 - a. Trial Balance: \$1,138,120.80
 - b. Invoices:
 - i. *MCAN for MPZA Annual Dues: \$2000*
 - *Motion by Quillan to approve the invoices, with support by Pepper; Motion carried 10-0-1*
 - c. *Approval of Treasurer's Report: Motion by McLean to approve the Treasurer's Report, with support by Quillan; Motion carried 10-0-1.*
5. **Director's Report-**Maloney shared a brief list of her activities over the past month, February-March 2021.
 - a. *Motion by Kennedy to approve the Director's Report, with support by Biggs; Motion carried 10-0-1.*
6. **New Business**
 - a. Committee Reports:
 - i. Appeals Committee: Has not met; Next meeting 6/7/21@11AM
 - ii. Student Success Committee: Has not met; Next meeting 5/10/21@8AM
 - Ideas surrounding Purpose of the Committee will be discussed at the next Board meeting
 - iii. Marketing Committee: Met on 3/3/21; Next meeting 5/2/21 @4PM
 - *Recommends approval of the quote from Gordy's from Ludington for the 2021 Senior Promise T-Shirt order for \$1937.50.*
 - a. *Motion by Quillan to approve the quote from Gordy's from Ludington for the 2021 Senior Promise T-Shirt order for \$1937.50, with support by Thurston; Motion carried 10-0-1.*

- iv. Executive Committee met on 1/25/21 @ 12PM; Next meeting 6/1/21@3PM
 - Items for review:
 - a. *Recommends to approve Director Job Description*
 - i. *Motion by McLean to approve the Director Job Description, with support by Knizacky; Motion carried 10-0-1.*
 - b. *Recommends to continue to hold the pledge and wait for the auditors' recommendation, leaving the pledge on the books unless there is a risk of a qualified audit. (Note: Director will notify donor if not held.)*
 - i. *Motion by McLean to approve the auditors recommendation, with the addition of appointing Fabian and Monica as representatives with the auditors with support by Large; Motion carried 10-0-1.*
- v. Policy Committee: Has not met; Ad hoc

7. Old Business:

- a. Focus Area Discussion: Josh Spencer, Kennari Consulting
 - i. Student Support Framework
 - Compiled feedback on Success: Spencer conducted an activity to align Board ideas about success within the Hope, Opportunity and Growth areas of the vision, and within each of those areas, categorized between metrics and strategies. Spencer will share a document with the Board related to this activity. Knizacky requested that materials should be shared in advance. Summers said that this will be easier to do next month when the group is in person.
 - ii. Next Steps in the discussion:
 - Summers shared that the next steps include identifying how the Promise Zone uses its committee structure to be able to develop the strategies and recommendations for the Board, once the Board has identified its priorities, and planning how the committee structure can be improved to make decisions and meet outcomes.

8. Any Other Business:

- a. Surd shared about a conversation that she and Maloney had with ASM Tech early college regarding textbooks, and thanked Thurston for the good information she collected and the Student Success Committee for hard work, adding that there is continued & ongoing conversation about other supports that might be helpful to students as they are looking at financial barriers in addition to tuition. One thing that is starting to peak is access to reliable technology as well as text books. The research is continuing to happen, and thanks to Jody for looking into those pieces.
- b. Large mentioned Jody is going to give a presentation for the current scholarship donors to give them an update on the Promise and the impact on students. The donors are really looking forward to hearing more.
- c. McLean asked about MMRMA group, and whether there was anything to be aware of. Kennedy shared that he met with MMRMA to review the policy adding that there are not substantial changes to it. He would recommend that the Board continue with MMRMA. They did discuss a single year and multi-year agreement with MMRMA and there really isn't a significant benefit to doing either. But after Kennedy reviewed the agreement, he would advise the multi-year approach. The Mason County Promise will also be eligible for a small payment back (Net Asset Distribution) to the Promise Zone Authority, essentially there will be a rebate that comes back to the Promise Zone Authority Board. It will likely be a few hundred dollars.
- d. Maloney will be doing a presentation tomorrow for the Mason County Board. She will be giving some success stories updates from the Promise Zone and the Mason County Board will make a resolution to honor the Promise Zone Steering Committee. Schuyler added to thank Knizacky, McLean and Quillan for the work on the resolution.

9. **Limited Public Comment:** None.

10. **Adjourn:** Schuyler moved for adjournment at 4:59 p.m.